

**COMMISSION MINUTES
TUESDAY, MARCH 24, 2020 10:00 AM**

COMMISSIONER PRESENT: Chairman Flozell Daniels, Commissioner Fred Neal, Jr, Commissioner Mark Raymond, Commissioner Walter Tillery, Commissioner Mostofa Sarwar, Commissioner Laura Bryan, Commission Art Walton, and Commissioner Sharon Wegner

COMMISSIONER ABSENT: None.

1. **Call to Order:** The meeting was called to order at 10:15 am.

2. **Roll Call:** A quorum was confirmed.

3. **Consideration: Approval of Minutes**
Deferred.

4. **Consideration: RTA Chairman's Report**

Chairman Daniels stated that these are difficult times for the RTA and the City of New Orleans and he appreciates staff help putting together the Board Meeting and giving the Commissioners the necessary oversight for the agency.

Chairman Daniels stated that the RTA will still provide transit for the public and make sure that the public and staff stay safe and keep up the financial perspective of the agency.

5. **Financial Statements – January 2020**

Mark Major stated gave the following report -Passenger Revenue – The fallout from the Hard Rock Hotel collapse, creating continued service interruptions, has resulted in passenger fares and ridership dropping below projections in January by 8.6% and 5.7%, respectively

Regarding Services, lower than projected Management Service Fees (under 1.5%) and Professional/Technical Services (under 80.3%) created the positive variance for this expense category. Almost every line item comprising Professional/Technical Services (i.e., Legal Fees, Consultants, Data Processing Services, etc.) was under budget.

Materials and Supplies – Bio-diesel fuel prices were less than projected by an average of \$0.38/gallon for the month of January.

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Mark Major stated that during the pandemic the FTA has given the RTA authorization to use the grants as the RTA needs financial. Chairman Daniels stated that all directives from any government and local agency should be received in writing.

Mark Major stated that the RTA 2020 Operating Budget consisted of a \$107 Million in Operating Revenue and \$109 Million in Operating Expenses. He will contact the City of New Orleans Economist regarding Sale Tax Revenue Projects.

In response to Chairman Daniels, Mark Major stated that the RTA's Operating Revenues were accrued revenues and the only actual revenue that the RTA receives was farebox revenue.

6. RTA'S CHIEF EXECUTIVE OFFICER'S REPORT

The CEO thanked the staff of RTA and Transdev for keeping the RTA operating.

The CEO stated that RTA staff was eligible to work from home and as of today 50 Operators called in sick and COVID-19 pandemic has impacted service.

The CEO stated that currently the RTA was operating on a Saturday schedule which operates 80% of the normal service and staff was making sure that the RTA had adequate bus service to the hospitals in the area. Staff was also making sure that the schedules would not have any issues with crowding on the buses and streetcars and the new schedules would not exceed a one-hour headway.

The CEO stated that the RTA was looking at ways to save money during the COVID-19 pandemic even delaying some of the Capital Projects and all recommendations would be brought to the Board.

CEO Alex Wiggins stated that the RTA would run a 24-hour operation and buses would connect with JeT for late night service to ensure healthcare workers are able to get to work.

In response to Commissioner Neal and Wegner, Alex Wiggins stated that staff was looking at other ways to protect the operators on the buses and streetcars. Also staff was ordering the necessary PPE's for the operators and there was a shortage of face mask supplies and maintenance was cleaning the buses and streetcars.

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Chairman Daniels stated that he would like staff to secure by the end of business today a Public Health Advisory to help advise the RTA on Transit decisions regarding the pandemic to keep all employees safe.

7. Transdev Performance Improvement Action Plan

- Developed a rigorous recover plan
- New people in leadership
- Has a strong team in place that was going to focus on the safety of all employees
- Had a shortage of operators - hired 57 operators
- Hired key vacant positions
- Currently addressing all late pullouts
- Focusing on On-Time Performance and the Clever Devices located on all buses and streetcars. (On Time Performance was 82%)
- Working with the operators to obtain feedback
- Working with staff to maintain Safety Compliance
- Identify the shortage of Maintenance Employees
- Improve on Miles Between Road Calls
- Had a mechanic station at Duncan Plaza
- On-Time Performance was 90% for Paratransit

8. Consideration: Consent Agenda

The following items appeared on the consent agenda. Commissioner Raymond moved and Commissioner Wegner seconded to adopt the Consent Agenda Items. Resolution No. 20-010 was adopted unanimously.

A. To Award:

1. Sole Source-AECOM Canal/Rampart/Loyola Catenary System Hard Rock Collapse Recover
Resolution No. 20-011 was adopted unanimously

B. To Solicit and Award:

2. Space and Rooftop Lease – Place St. Charles
Resolution No. 20-012 was adopted unanimously.
3. Website Services – Existing Site
Resolution No. 20-013 was adopted unanimously.

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4. Maps, Timetables, Wayfinding Signage, and Passenger Materials Print Services
Resolution No. 20-014 was adopted unanimously.
 5. Fare Media – Jazzy Passes and Tickets
Resolution No. 20-015 was adopted unanimously.
 6. Marketing Collateral Print Services
Resolution No. 20-016 was adopted unanimously.
- C. To Amend:
1. Royal Engineers and Consultants, LLC – Canal Street Ferry Terminal
Resolution No. 20-017 was adopted unanimously.
 2. CDM – East New Orleans Facility Phase II
Resolution No. 20-018 was adopted unanimously.
 3. Landmark Consulting for the Napoleon Facility Renovations
Resolution No. 20-019 was adopted unanimously.
 4. WSP USA Inc. Grant Support Services
Resolution No. 20-021 was adopted unanimously.
 5. RTA Sales Tax Revenue and Refunding Bonds
Resolution No. 20-020 was adopted unanimously.
 6. RTA Internal State of Emergency Policy
Resolution No. 20-022 was adopted unanimously.
 7. COVID -19 Emergency Procurement Policy
Resolution No. 20-023 was adopted unanimously.
8. New Business
None

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9. Public Comments

Valerie Jefferson stated that Transdev had someone come and advise the operators on COVID-19 and when the RTA do a reduction in the schedule the operators will be effected and some operators have tested positive with COVID-19 and some operators are very afraid of this virus. The safety of the operators is very important because they are on the front line. The buses should be sanitized every day.

Alex Posorske stated that the public has concerns about the service cuts would make the buses more crowded and that would make things dangerous and the RTA should protect the public and the operators and the RTA has money in reserves that could help the buses to continue to be on the street. Chairman Daniels stated that all decision would be made for the protection of the riding public and the operators. Extreme measures will be made to protect everyone and this was extraordinary circumstances.

Commissioner Neil suggested that the Board Meetings continue to be virtual.

10. Adjournment

Commissioner Raymond moved and Commissioner Sarwar seconded to adjourn the Board Meeting of March 24, 2020. The motion was approved unanimously.